

February 4, 2002

To: Supervisor Zev Yaroslavsky, Chairman
Supervisor Gloria Molina
Supervisor Yvonne Brathwaite Burke
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: David E. Janssen
Chief Administrative Officer

QUARTERLY REPORT ON TRANSFERS OF APPROPRIATION

At the July 28, 1992 Board of Supervisors meeting, the Chief Administrative Officer was instructed to provide quarterly reports on all approved "action budget adjustments" (transfers of appropriations within budget units up to \$250,000 per quarter).

Attached is the report listing such action budget adjustments for the period October 1 through December 31, 2001. If you have any questions or require additional information about these transfers, please let me know, or your staff can contact Sid Kikkawa of my office at (213) 974-1133.

DEJ:DL
SK:SE:vyg

Attachment

c: Executive Officer, Board of Supervisors

**APPROVED TRANSFERS OF APPROPRIATION (ACTION BUDGET ADJUSTMENTS)
OCTOBER 1 THROUGH DECEMBER 31, 2001**

BUDGET ADJ. NO.	DESCRIPTION	JUSTIFICATION
37	Transfer of appropriation (\$150,000) within the Department of Public Works – Services and Supplies to Fixed Assets-Equipment.	To provide funding for anticipated purchases of vehicles. The costs for these vehicles will be financed by Proposition A Local Return funds available in the Second Supervisorial District's portion of the Transit Enterprise Fund.
38	Transfer of appropriation (\$4,000) within the Ford Theatre Development Fund - Services and Supplies to Other Charges.	To provide funding for the legal costs for the Karie Prescott general liability case.
68	Transfer of appropriation (\$31,000) within the Department of Animal Care and Control - Services and Supplies to Other Charges.	To supplement capital lease payments – rent expense.
73	Transfer of appropriation (\$100,000) within the Department of Public Works – Services and Supplies to Fixed Assets-Equipment.	To provide partial funding for anticipated purchases of passenger buses as part of a legal settlement.
74	Transfer of appropriation (\$55,000) within the Department of Registrar-Recorder/County Clerk - Services and Supplies to Operating Transfers Out.	To provide funding for purchase of vehicles through the Motor Vehicle ACO fund.
75	Transfer of appropriation (\$198,000) from Extraordinary Maintenance - Services and Supplies to Capital Projects/Refurbishments – Camp Routh Water Tank.	To provide funding for the fabrication and installation of a water tank critical for fire suppression at Camp Routh.
81	Transfer of appropriation (\$40,000) from Extraordinary Maintenance - Services and Supplies to Parks and Recreation - Services and Supplies.	To provide funding for the Jesse Owens parking lot project.
82	Transfer of appropriation (\$5,000) from the Board of Supervisors - Services and Supplies to the Department of Parks and Recreation - Services and Supplies.	Use of Fourth District Discretionary funds by the Department of Parks and Recreation for the Here Comes Santa Holiday Train event.
83	Transfer of appropriation (\$135,000) from the Board of Supervisors - Services and Supplies to the Department of Parks and Recreation - Salaries and Employee Benefits (\$74,000), Services and Supplies (\$42,000) and Fixed Assets (\$19,000).	Use of Fourth District Discretionary funds by the Department of Parks and Recreation for the Junior Golf Program.

**APPROVED TRANSFERS OF APPROPRIATION (ACTION BUDGET ADJUSTMENTS)
OCTOBER 1 THROUGH DECEMBER 31, 2001**

BUDGET ADJ. NO.	DESCRIPTION	JUSTIFICATION
84	Transfer of appropriation (\$15,000) from the Board of Supervisors - Services and Supplies to the Department of Public Works - Services and Supplies.	Use of Fourth District Discretionary funds by the Department of Public Works for graffiti removal abatement services.
85	Transfer of appropriation (\$77,000) within Emergency Preparedness & Response - Services and Supplies to Fixed Assets.	To fund the purchases of a computer server and an automated phone contact system.
89	Transfer of appropriation (\$10,000) within the Department of Human Resources - Services and Supplies to Other Charges.	To provide funding for unanticipated indemnity expenditures.
96	Transfer of appropriation (\$70,000) within the Auditor-Controller – Salaries and Employee Benefits to Services and Supplies.	To fund over-expenditure in Office Expense due to the Board Motion to include energy inserts in the County's payroll. Savings in Salaries and Employee Benefits are due to vacancies and hiring delays.
99	Transfer of appropriation (\$50,000) within the Department of Treasurer and Tax Collector – Services and Supplies to Fixed Assets.	To provide funding for two new vehicles needed by the Public Administrator staff to transport effects from homes of deceased and during field investigations.
101	Transfer of appropriation (\$25,000) within the Board of Supervisors – Services and Supplies to Fixed Assets.	To provide funding for the purchase of three vehicles.
105	Transfer of appropriation (\$250,000) within the Department of Child Support Services – Salaries and Employee Benefits to Services and Supplies.	To fund unanticipated Services and Supplies expenditures. Savings in Salaries and Employee Benefits are due to vacancies.
109	Transfer of appropriation (\$82,000) within the Assessor – Services and Supplies to Other Charges.	To fund the purchase of capital lease equipment previously thought to be considered Services and Supplies.
112	Transfer of appropriation (\$14,000) within the Museum of Art – Salaries and Employee Benefits to Other Charges.	To transfer funding for proper accounting of Special Assessment expense for lighting.
114	Transfer of appropriation (\$248,000) within the Department of Parks and Recreation – Salaries and Employee Benefits to Fixed Assets.	To provide funding for various unfunded fixed assets items. Savings in Salaries and Employee Benefits are due to vacancies and hiring delays (prior to 11/13/01 hiring freeze).

Note: Transfers of Appropriation related to the Productivity Investment Fund have been exempted from this report.

